



**MINUTES OF THE
WASHOE COUNTY HUMAN SERVICES AGENCY
SENIOR ADVISORY BOARD MEETING**

February 2, 2022

Washoe County Senior Center, Reno, Nevada 89512
Game Room
&
Zoom Webinar

<https://us02web.zoom.us/j/78207944707?pwd=ZkgvSHFXeUozMkNlRXNaWHd3R1F1dz09>

1. ***Call To Order** - Meeting was called to order at 3:00 p.m. by Chair- Hawah Ahmad.
2. ***Roll Call** – Hawah Ahmad asked for the roll call; Ryan Crane took the roll. There was a quorum present via in person and through Zoom meeting.

WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEMBERS:

PRESENT VIRTUALLY

Martha Lavin (late 3:15pm)	Rick Sorensen
James Doyle	Hawah Ahmad
Ethan Hovest	Mary Ann McCauley

ABSENT (EXCUSED*)

- *Casey Reed
- *Barbara Korosa
- *Pamela Roberts
- *Linda Hardie
- *Sarah Deardorff

WASHOE COUNTY STAFF PRESENT

Steve McBride	Herbert Kaplan (DA)
Abby Willrich	Ryan Crane

ADVISOR PRESENT

Dr. Larry Weiss
Donna Clontz
Connie McMullen

ADVISOR (ABSENT)

Victoria Edmondson

3. ***Public Comment** –
None.
4. ***Member Announcements** –

Donna stated the Hello Project has cancelled their event at Silverada due to Covid; they will try for March.

Andrea Pelto from Sparks stated they will be doing a tour of Northern Nevada Medical Center on February 18th at 10am and to contact her or Hawah if interested in the tour.

5. Approval of the Agenda for the Advisory Board Meeting on February 2, 2022 (For Possible Action)

Motion to approve the agenda was made by Ethan Hovest and seconded by Rick Sorensen.

Motion passed unanimously.

6. Approval of the Minutes for the Advisory Board Meeting on January 5, 2022 (For Possible Action)

Motion to approve the minutes as supplemented was made by Rick Sorensen and seconded by James Doyle. Motion passed unanimously.

7. *Update and discussion on the American Rescue Plan Act (A.R.P.A.) funding process for Washoe County

Hawah stated nothing new to report besides the BCC meeting to discuss their strategic planning and staff looking at other options.

Donna states the City of Reno put \$1 million from the upcoming ARPA funding and are waiting to find out what the idea for it is and if it's directly for senior support.

8. Discussion and possible recommendations on transportation issues in Washoe County, including recent RTC Washoe route changes that affect the senior rider community (For Possible Action)

Hawah stated last month RTC presented and checked if staff from RTC was present to do a follow up. Donna stated on February 10th, staff from RTC visited senior centers and staff from RTC also took the Board's concerns from the January 5th meeting and within a week all concerns were remedied. Hawah stated they will reference the item at a later meeting regarding the informational trifold.

9. *Presentation regarding Open Meeting Law – Herbert Kaplan, Washoe County District Attorney

Herbert presents (see link): [Open Meeting Law Opinions \(nv.gov\)](https://www.nv.gov/open-meeting-law-opinions)

Herbert stated years ago, governmental bodies conducted the people's business behind closed doors and decisions were made and this was recognized as unacceptable. The legislature set forth that public bodies exist to aid in the conduct of the people's business and it is the intent of the open meeting law that the board deliberations and actions be conducted openly. The open meeting law applies to all meetings of a public body, which the Board is. Also, a meeting has to have a quorum. It is important to realize that there is serial electronic communication and it's important to avoid things such as emailing the majority of the members therefore creating a quorum and in essence having a meeting or conducting business over email. There are 3 ways to have a meeting, in person, over remote technology systems, or a hybrid of in person or video/phone. In terms of noticing the meeting, most of this is handled by staff. A notice has to be posted and has to include the date, time, and location of the meeting with the exact area of the location. Also, the room where the meeting will be held has to accommodate the amount of people that would potentially attend. If a meeting is happening over remote technology, people have to have a way to connect and submit public comment. The agenda has to be posted 3 days before the meeting before 9am, including any available handouts. The agenda requires clear and complete statement and have to state it is an action item if action or recommendations are going to be made. Also, any action taken has to have a majority vote to pass. There also has to be

public comment in the beginning and the end of the meeting with a limit of 3 minutes. Public comment cannot have deliberation from the Board. Minutes have to be provided to the public within 30 working days and approved by the Board within 45 days or their next meeting, whichever is later; they are to be kept for 5 years. If there is a complaint about the Board, it is investigated and acted according to there being a violation or not. Any item in violation of open meeting law is void. Violations could result in fines toward Board members. Serious violations of open meeting law could result in misdemeanor charges. If there is an issue, it's important for Board members to contact him to avoid any violations. Hawah asked for the open meeting law manual and link to be sent to the Board.

10. *Report and discussion on services provided by WCHSA Senior Services Division – Abby Willrich, Human Services Agency Coordinator

Abby reported on 2021 data. Home delivered served were over 332,000 to over 2000 unique clients. 2nd home delivered meals were served to 111 unique clients. Emergency meals served were over 13,000 to 115 clients and they continue to reassess the clients since grant requirements change. There are roughly 6,400 meals delivered a week, averaged 800-900 individuals per week. Volunteers deliver about 25% of all home delivered meals. For congregate meals, there was over 70,000 meals served and 1013 unique clients received 36,591 meals to go. Over 30,000 meals were consumed on property after the centers were reopened on May 1. On average over 1,300 meals were served per week. The Silverado location closed permanently, Sierra Manor remains closed indefinitely and the Neil Road location reopened. All meals are prepared at the Reno center by a contractor. Regarding case management, the Rep Payee program has 41 clients and homemaker has 159 clients. There was a significant change to the homemaker program, the state stopped their homemaker program, and their referrals went to them. That meant the waitlist grew from 120 to 270 and the waitlist is now at 2 to 4 years verses 6 to 18 months. DayBreak averaged 12 participants per class, they reopened in May and currently the daily census averages 7-9 participants. TADS (Temporary Assistance for Displaced Seniors) has 20 beds and 46 individuals entered TADS in 2021, 31 were successfully placed into housing. There were some individuals that decided to leave the program for one reason or another. Also, a side note is that meals provided have gone done a bit, but they are not sure why. Donna asked about the social worker, Abby stated they have 5 social workers and there is no wait list for just general case management. Donna asked about progress in regard to the homemaker program, Steve replied they are aware of the situation and are in the process of looking for a solution.

11. *Update on Sparks Senior Citizen Advisory Committee - Donald Abbott

Donald stated their next meeting is February 23 and they are going to have a newsletter. Donald recognized Washoe County Senior Services for their newsletter, it is very good. Also, Sparks was approved to be age friendly and they are working on something to announce and recognize it. Also, the Sparks Board is interested in doing concurrent meetings.

12. *Update on Reno Senior Citizen Advisory Committee – Paco Lachoy

Paco states they are still working on their communication and engagement things and the City of Reno is giving them \$1 million of ARPA funds for seniors; they will have a meeting to plan on how to use the money. They have 2 things planned for Older Americans Month, one of the is Senior Day at the Aces and the other is a senior art and craft exhibit.

13. *Discussion of plans for Older Americans Month 2022

Steve stated he recommends doing activities in a hybrid mode and suggested Ryan can give recommendations to secure activities for the brochure. Ryan stated last year was successful and ideas should be coming in during March and finalized in April. Steve stated March 2 looks like the day to lock down ideas and recommendations for activities. Donna stated in the past they submit a registration form that has simple ideas for the month. Ideas are generated usually by the Board and also other entities like TMCC. Donna asked if the Reno center will have the informational fair to start off Older American Month. Steve stated they would like to do something to do the kick off event, but it also depends on how things are doing. Ryan asked if anyone has current contact information of who would like to do an event, to let him know. Donna suggested to send the list of current contact information to the Board since many of the Board members are connected to many people. Andrea Pelto asked if they have interviews, if they can record the interview event; Ryan stated that is very doable. Paco asked if there is going to be a joint meeting to talk about Older American Month. Hawah suggested they can have a meeting together with Reno and Sparks at 2pm on March 2, Paco and Donald agree. Herbert stated each Board will have their own agenda and the County will have another regular meeting at 3pm with a separate agenda.

14. *Discussion of plans for Stuff-A-Bus 2022

Hawah suggested to merge item 13 and 14.

15. Update, report, discussion, and possible recommendations regarding age friendly communities sponsored by AARP throughout the county and cities (For Possible Action) – Donna Clontz

Donna stated they heard from Donald that Sparks received their approval from AARP to be age friendly. Barry Gold suggested surveys in the community, so they know what the people need and are interested in. Donna reported she reached out to Fernley but hasn't heard back; Fernley is interested in being age friendly. In terms of ARPA, ideas were sent to the County, City of Reno and the state. There is an age friendly challenge grant and most are around \$5,000 and they are looking at applying to be able to do things to make neighborhoods better and decrease isolation. Donna states she and Larry would like to see the County apply to be age friendly and would like to see the recommendation in a future agenda. It would be great to see the County both Cities working to be age friendly. Donna also reports that the efforts of the Boards helped with rectifying the route issues with RTC. Donna suggested having this item modified to give a recommendation to the county to apply to be age friendly.

16. Update, discussion, and possible recommendations regarding the Friendly Visitor Calls project to selected Washoe County seniors (For Possible Action)

Item moved for next meeting.

17. *Report, discussion, and updates on the Advisory Board member's Shared Issues and Goals for Housing, Advocacy, Communication & Information, Data Planning, Transportation, Nutrition Programs, Social & Recreation, Senior Law, Volunteering, Financing, and Social & Health Services (For Possible Action)

Attachment: [1-05-22 Joint Goals Wrksht.pdf \(washoecounty.gov\)](#)

Item moved for next meeting.

18. *Report and discussion on senior board members to attend ongoing Washoe County public meetings

Attachment: [1-05-22 Monthly Washoe County Public Meetings Chart.pdf](#)

Item moved for next meeting.

19. *Advisory Board Members' announcements, reports and updates to include requests for information or topics for future agendas. (No discussion among Advisory Board Members will take place on this item.)

Items 16, 17, 18 need to be on top of the agenda

Item 15 as an action item

Item 7

Item 8 specific to the trifold

Add vacancy interest

Outreach for future vacancies

20. *Public comment –

None.

21. Adjournment (For Possible Action)

Motion to adjourn was made by Rick Sorensen and seconded by James Doyle. Motion was unanimous. Meeting adjourned at 4:57 pm.